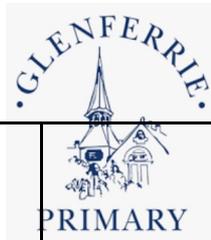


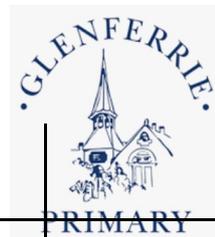
**GLENFERRIE PRIMARY SCHOOL
SCHOOL COUNCIL MINUTES**

Date: Tuesday 30 August 2022
 Time: 7.00pm
 Venue: Glenferrie Primary School
 Chair: Maureen - School Council President
 Minute Taker: Victoria van Bavel

ITEM	DETAILS	ACTIONS / RECOMMENDATIONS
Attendance	<p>Sue O’Sullivan (Principal), Tanya Gurney (Assistant Principal), Maureen Pound (Chair), Jane Sewell, Chris Kendall, Elise Boyle, Ellen Angus, and Victoria van Bavel.</p> <p>Via Webex: Jessica Fowler and Takero Izuhara.</p> <p>The chairperson welcomed all members.</p> <p>Apologies: Belinda Harries</p> <p>Quorum: The chairperson noted that a quorum was present.</p> <p>Visitors: none.</p> <p>Conflict of Interest: None.</p>	
Minutes	<p>Minutes of the meeting held on 26th July 2022 were distributed via email to the council.</p> <p>The Principal noted one change, from Deputy Principal to Assistant Principal.</p> <p>Action items from previous minutes:</p> <p><u>All:</u></p> <ul style="list-style-type: none"> Review powerpoint and let Sue know when this is completed – carry over. 	<p>Motion:</p> <p>That the minutes of the meeting held on 26th July 2022 be accepted, subject to amendment.</p> <p><u>Moved:</u> Tanya <u>Seconded:</u> Ellen Carried.</p> <p>Action</p> <p>All to do powerpoint / online course</p>

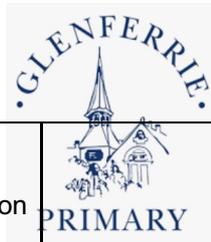


	<p><u>Chris</u></p> <ul style="list-style-type: none"> • Parent survey – carry over. <p>Follow up re: Respectful relationships – had a staff meeting and everyone believes that this should go ahead, run by GPS staff.</p> <ul style="list-style-type: none"> - Looking at different sessions for different ages (focus on senior school but invite all parents). Whatever is created can be shared for parents who are unable to attend. Sue will advertise for the parent session regarding respectful relationships to go ahead next term. - If this goes well, we can always look at running further talks. 	
<p>Priority Items</p>	<p>Child Safety Requirements</p> <p>Since 1 July they have updated standards, and policies that need to be uploaded to our website. There are also new training power points for teachers, council members and volunteers.</p> <p>Many can be approved by the Principal, but there are some policies that need to be approved by School Council, including the Child Safety Code of Conduct: this will be sent around. The Department now have a library of precedents which can be customised to individual schools – we have not done this and will bring to the next school council meeting.</p> <p>Volunteers require more lengthy training which we hope to start next term.</p> <p>OSHC tender</p> <p>We have sent out an expression of interest to a number of companies. Response due in last day of this term, and then Council will need to shortlist (by 10 October) to two. Called extraordinary meeting on 26 October and two companies will present and we can make a decision.</p> <p>We stated that we wanted \$45,000, but knew this was high for the number of children who attend. There has been a response from two companies so far who both have said they can't pay that amount – the Principal has asked them to put in their expression of interest and put an offer in. Companies are well known, very happy with current company – financial is one aspect to consider, but so is the level of service and relationship we and the families have with the workers.</p>	

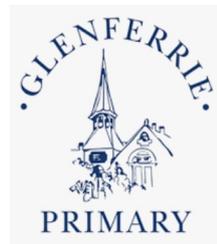


<p>Executive</p>	<p>The Principal's report has been saved on the google drive.</p> <p>The Principal tabled and presented the report, and noted the following:</p> <ul style="list-style-type: none"> - Assemblies – technically not able to have this because we have to social distance. - Book Day will be outdoors as much as possible, or indoors with masks and doors open. - Circus performance – has to be inside so another opportunity for families to be involved. - School's History – we received a letter from a lady who offers (for a fee) to write the history of the school. Will go through all the archives and sort these, with the idea the lady can come in next year and collect what she needs to update what we have. Jess is going to follow that up and hoping to tie this into the school anniversary in 2025. - Agreed upon procedures audit – in google drive. Showed a few things we aren't doing, but mainly minor issues. - Enrolments for Prep 2023 have about 27 children – looks like a Prep and Prep/1, but could have a second Prep class if more come in. - Transition sessions will be run on a Friday morning in November and December. - Last 2 classrooms are being carpeted in the holidays. - P&F have purchased some readers with their fundraising. Have also funded and we have ordered the outdoor games. - End of year concert is on 1 December. - Sue will be retiring at the end of this year. Erica from the Dept of Education will call and run a meeting next term, and will go through the procedure and what is required. The President acknowledged all Sue's accomplishments, thanked her and wished her well on behalf of the committee. 	<p>Motion:</p> <p>That the Principal's report as tabled is accepted and recommendations endorsed.</p> <p><u>Moved:</u> Victoria <u>Seconded:</u> Jane Carried.</p>
	<p>Correspondence</p> <p>Discussed above.</p>	
	<p>Child Safe Update</p> <p>Discussed above.</p>	
<p>Finance</p>	<p>The finance sub-committee minutes, Balance Sheet and the operating Statement were saved in the google drive.</p> <p>In the Treasurer's absence, the Principal tabled and presented the Finance Reports, and noted the following:</p>	<p>Motion:</p> <p>As per middle column.</p>

	<ul style="list-style-type: none"> - Currently looking at draft budget for next year. In relation to fees and contributions – roll it over (not everyone is paying and so no point putting it up). This will be brought to Council in due course. - 45 year 6s are leaving, guessing 225 for next year (10 classes not 11). - We are developing relationships with the local day care centres, and visits have been planned. - Overall financially we are looking good. <p>Recommendation:</p> <p>“That School Council move those payments from the Official Account of \$46,767.11, nil transfers from the High Yield to the Official Account be endorsed and payments be ratified, and all presented reports be accepted as true and correct depiction of Glenferrie Primary School for the Month of July</p> <p>Moved: Maureen Seconded: Chris Carried</p> <p>Recommendation:</p> <p>“That School Council move those payments from the Official Account of \$42,858.63, nil transfers from the High Yield to the Official Account be endorsed and payments be ratified, and all presented reports be accepted as true and correct depiction of Glenferrie Primary School for the Month of June</p> <p>Moved: Victoria Seconded: Ellen Carried</p>	
<p>Grounds</p>	<p>Jane presented a verbal report, and noted the following:</p> <ul style="list-style-type: none"> - Wattle Road development – plans are on the google drive and the next step is to get a more detailed version. Will then get a quote and see if we can get this done before the end of the year if at all possible. - Cottage Garden and Manningtree Road frontage (outside the office). Christina is trying to organise this. We have obtained some vouchers and see what we can do. - Buildings – met with John Pesutto (Lib candidate for Hawthorn) and presented him the Glenferrie 2025 powerpoint, explaining we needed \$5m and John is intending to announce that if they are elected GPS will get that money. He sees this as the first stage in a more comprehensive redevelopment of the school. On the back of that Chris had contacted John Kennedys office (who have also received the presentation) – they are more constrained because they are in government and what 	



	<p>announcements they can make. Chris has asked for a further meeting with Labour a few days after John's announcement then we can try to secure the same election promise. During discussions, through John's connection we have reached out to the Swinburne's Vice Chancellor to see whether we can collaborate with them re a STEM program / centre, etc.</p> <ul style="list-style-type: none"> - Gas heaters in junior school need replacing, hopefully with electric options. Asked for multiple quotes with different options and still waiting this. - Mural (by 7 Eleven) – still working on this. Christina is talking with a sign writer, which is much more affordable so will update in due course. 	
<p>P&F</p>	<p>The Vice Principal presented a verbal report, and noted the following:</p> <ul style="list-style-type: none"> - Book Day this week, and Footy Day coming up – paying for lunches on these days and busy organising this. - New readers and discussions around assemblies / volunteers returning to the school – all discussed above. - Taste of Glenferrie – something none of the junior school has experienced so currently getting the word out and drumming up some enthusiasm for this. Discussing what entertainment to have. - IGA – still get fundraising through that. - End of year concert – at Monash because nothing else was available for the size that we need and nowhere local is suitable. - Feedback around marketing video – some discussion around that, and noted it was great to see that there was something happening. They would also love to see something more focused on the children (which we have just posted). 	
<p>General Business</p>	<p>None.</p>	
<p>Closure of meeting</p>	<p>Next Council meeting to be held on 18 October 2022 (although an extraordinary meeting may be called re new Principal prior to that).</p>	
	<p>The Chairperson declared the meeting closed.</p> <p>Time: 8.12pm</p>	



Summary of Action Items

- **All** to do powerpoint / online course
 - **Chris** – review parent survey
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This is a true and accurate record of discussions that took place on 30 August 2022

Signed by the Chairperson: _____ Date: _____